

Virtual Meeting Instruction

DOWNTOWN NEIGHBOR NETWORK ADVISORY



Hello,

As many of you know, recent restrictions and mandates have been issued in an effort to reduce the spread of COVID-19. For this reason, and for the safety and wellbeing of our members and employees, we would like to continue to move GR Forward through virtual meetings.

We have decided to use Microsoft Teams for video/phone conferencing for all upcoming board and alliance meetings. Teams has many exciting features including screen sharing, recording, live captions, file sharing, and more. Below are instructions on how to access your upcoming virtual meeting.



MICROSOFT TEAMS

How to Join the Meeting:

1. It is recommended to download the App (but not necessary):
 - a. [Apple Devices](#).
 - b. [Android Devices](#).
2. When you click the following link, it will prompt you to choose: Launch App, Download App, or Join by the web. [Click here to access the Team meeting.](#)
3. Allow access to your mic and camera (this is very important for you to join the conversation).
4. Prior to joining the meeting, it will require you type your name. Make sure your mic and audio are on and click join.

Virtual Meeting Etiquette:

- Test the app and all technology (including camera/video, Wi-Fi, and audio) before the meeting.
- Always have a contingency plan, you may want to download the app to a second device.
- Mute your microphone when you're not speaking.
- Start a comment by saying your name. Not everyone may recognize your voice. This practice also facilitates the work of the person who is taking minutes.
- Be aware of your surroundings: make sure your background is professional and work appropriate.

If you have any questions or need further assistance, please email mmcdaniel@downtowngr.org.
Thank you!

Best,
Mandy



Mandy McDaniel
Administrative Assistant
Downtown Grand Rapids Inc.

29 Pearl NW, Suite 1
Grand Rapids, MI 49503
P: 616 . 719 . 4610

AGENDA



DOWNTOWN NEIGHBOR NETWORK

Advisory

Members:

Christopher Billmeier • Christine Carson • Laurie Craft • Daniel Drent • Latesha Lipscomb • Rose Martinez White • Kelli Jo Peltier • Jonathan Shotwell • Arianna Skentzos • Neil Sly • Kathy Steindler • Eddie Tadlock • Jim Talen • Mark Tangen • Anwar Thomas •

January 7, 2020

11:30pm- 1:00pm

[Microsoft Teams](#)

Informational Meeting

1. Introductions- Name, Building, Employer if any
2. DNN Orientation 2021 Annamarie Buller
 - DGRI Background
 - GR Forward Downtown Master Plan
 - GR Forward Goal Alliances
 - DNN History
 - World of Winter 2021 Megan Catcho
 - DNN 2021 Priorities
 - DNN Book Club
 - DNN Website Update
 - DNN Mentor Pairings
3. Next meeting on February 4, 2021
4. Adjournment

Potential February meeting content:

World of Winter

Homeless Outreach Team

Goal 2 Alliance

Safer Streets Agenda for Action

The DNN exists to foster a community of downtown neighbors that are connected, informed and empowered to improve downtown living.





Downtown Neighbor Network Advisory

December 03, 2020

1. Call to order: Ms. Buller called the meeting to order at 11:33 am.
2. DNN Members Present: Kelli Jo Peltier, Christopher Billmeier, Daniel Drent, Eddie Tadlock, Jane Reynolds, Kathy Steindler, Laurie Craft, Latesha Lipscomb, Mark Tangen, Rose White, and Wilma Banks.

DNN Members Absent: Drew Terwee, Myric Harris, Michael Dorney, and Amy Skentzos.

Others Present: Arianna Skentzos, Anwar Thomas, Christine Carson, Jonathan Shotwell, Jim Talen, Neil Sly, Tammy Britton, and Kristen Bennett.

DGRI Staff: Annamarie Buller, Amanda Sloan, Marion Bonneaux, and Melvin Eledge.

3. Approval of DNN Advisory Minutes – November 2020
Laurie Craft, supported by Daniel Drent, motioned to approve November 05, 2020 Meeting Minutes. None opposed. Motion passed.

4. Project Updates

- a) DNN Advisory Retirements

Ms. Peltier thanked the following DNN members for their service who are retiring from the DNN Advisory.

1. Michael Dorney
 2. Jane Reynolds
 3. Amy Skentzos
 4. Drew Terwee
 5. Wilma Banks
 6. Myric Harris

b) DNN 2021 Calendar

Ms. Buller shared the 2021 DNN Advisory Calendar. Mr. Drent suggested moving the July 1st meeting due to the holiday weekend, and Mr. Tangen suggested the same for the September 2nd meeting.

c) Elect 2021 advisory slate

Ms. Buller asked for 6 volunteers to serve as mentors to the new members through 2021. Mentors and new members will be paired and will check-in monthly to share information/insights beginning January.

New additions to the DNN Advisory 2021:

7. Arianna Skentzos
8. Anwar Thomas
9. Christine Carson
10. Jonathan Shotwell
11. Jim Talen
12. Neil Sly

Unanimous Advisory approval of the DNN Advisory Member Additions for 2021.

Orientation will be the main topic for the January meeting. All advisors need to attend, even the long-term advisors. Mentors will also be assigned at this meeting. There will be an overview of World of Winter, which will kick off in January.

d) Spin Update

Ms. Bennett gave an overview on the Shared Micromobility Pilot currently taking place in Grand Rapids. Shared micromobility services include a publicly available fleet (e-scooters, bicycles, segways, etc.) which pedestrians are available to check in and check out when needed. SPIN and Gotcha are the two vendors chosen to supply the e-scooters and bicycles.

The pilot covers 12 square miles of Downtown. There is a continuation of enhancing geofencing to lessen inappropriate riding and/or parking. The minimum age to ride is 18 years old. There is a \$1 unlock fee, then 15 cents per minute.

Ms. Bennett stated data reports will be shared on the website.

e) Homeless Outreach updates

Ms. Buller stated the City hired Tammy Britton as the interim Homeless Outreach Coordinator several months ago. Through a City Contract with Network 180 they have hired substance abuse counselors to help the team in their work. They are in the hiring process for social workers. The HOT Team has been serving in a more social work capacity in the absence of these hires helping work with Community Rebuilders in their engagement of folks on Monroe Center.

The Community Rebuilders Dashboard:

<https://communityrebuilders.org/geographically-targeted-outreach/>

f) Safer Streets Updates

Ms. Buller stated the current plan is to finalize the agenda for action in January/February and begin focus work on 2-3 items to implement as soon as possible. In February/March we will research costs for major projects to help form the FY22 budget. Then in April/May implement the first projects from agenda for action.

The purpose of the DNN Book Club is to deepen our knowledge of best practice in this field and begin a community conversation about pedestrian safety that makes a case for our Safer Streets Agenda for Action.

Jonathan Shotwell has volunteered to help with a discussion guide for a community conversation and to help coordinate the distribution of the books sometime in January. Further details to come.

g) DNN Website Update

Ms. Buller stated she will be presenting to the DDA for funding approval next week. In January we will kick off the project with Well Design. Please let Ms. Buller know if you are interested in joining the DNN Website Working Group.

6. Member Discussion

None

7. Public Comment

None

8. Next Meeting Dates: January 07, 2020 11:30 pm

9. Adjournment

Ms. Buller adjourned the meeting at 12:54 pm.

Minutes taken by:

Mandy McDaniel

Administrative Assistant

Downtown Grand Rapids Inc.

Downtown Neighbor Network Advisory Responsibilities:

Updated 9/3/2020

Qualifications and Collective Responsibilities:

- Live in Downtown in a multi-unit building as your primary residence OR live in a near neighborhood that is Downtown adjacent.
- Demonstrate a commitment to the Downtown Neighbor Network's Mission to foster a community of downtown neighbors that are connected, informed and empowered to improve downtown living.
- Demonstrate a commitment to the Downtown Neighbor Network's Vision to work to build a neighborhood that is vibrant and culturally diverse, active, safe and full of opportunity and experiences unique to downtown living.
- In addition to the desirable qualifications identified above, the DNN will prioritize recruitment of new DNN advisory members with unique and diverse connections to the community and underrepresented properties or demographics the advisory agrees to target to address its goal of full diversity.

Individual Responsibilities:

- Support the Downtown Grand Rapids Inc organization, staff and its work.
- Attend the 12 monthly meetings. DNN members are allowed 2 excused absences from the DNN advisory annually. Otherwise they may be asked to leave the committee.
- Maintain an environment of mutual accountability and respect.
- Avoid speaking publicly on behalf of the DNN unless the group has authorized you to do so.
- Stay informed by joining in a subcommittee, ad-hoc committee or project that aligns with Downtown Grand Rapids Inc, GR Forward or one of the DGRI Goal Alliances.
- Better understand your Downtown by regularly attending other meeting where decisions are made that affect Downtown.
 - *For example: City Commission meeting, Downtown Development Authority, Downtown Improvement District, Goal 2 Alliance, Business or Neighborhood Association any other board meeting) Consider sharing what you learn on the DNN Social Media or by emailing our group.*
- Commit to learning and something about Downtown regularly.
 - *For example: learning about or exploring a concept about urban planning, zoning, mobility, community organizing, GR Forward, City of Grand Rapids Master Plan or even departments at the city regularly. We will often offer courses or trainings, be the first to sign up.*
- Commit to trying something you have never tried in Downtown regularly.
 - *For example: Haven't been on the DASH--- take the DASH to dinner. Haven't been to Monroe North---go for coffee or breakfast. Commit to learning about your downtown and sharing what you learn on social media or in an email to the group.*
- Attend and bring friends to Downtown places monthly.
 - *Possibly consider taking pictures and sharing that event, new businesses or place on the DNN social media.*
- Be an ambassador, resource and booster to Downtown. Work to promote and share what you learn at DNN meetings and from your Downtown experiences to your Downtown friends, neighbors and visitors.

- Reach out to someone who just moved into your building or introduce yourself to someone who you don't already know at a downtown event and have a conversation with them, connect them with the DNN.
 - *For example: Forward new neighbor the DNN Newsletter or sign them up. Share the DNN GR Facebook page. Connect them with Annamarie.*

DNN Advisory Mentor Pairings for 2021

Daniel Drent, Herkimer Apartments daniel.p.drent@gmail.com to be paired with **Anwar Thomas**, Rivers Edge/ Monroe North/ Belknap anwar.v.thomas@gmail.com

Eddie Tadlock, Fitzgerald etadlock@asmgrandrapids.com to be paired with **Arianna Skentzos**, McKay Tower arianna.skentzos@me.com

Kathy Steindler, City View Condominiums, 60 Monroe Center ksteindler@sbcglobal.net to be paired with **Jonathan Shotwell**, 38 Commerce jhs005@aquinas.edu

Group of 3: **Mark Tagen**, The Lofts tangenmark@gmail.com and **Rose Martinez-White**, Union Square rmartinezwhite74@gmail.com with **Christine Carson**, Rowe/ West Grand ccarson@cwdrealestate.com

Group of 3: **Laurie Craft**, Riverhouse ljcraft01@gmail.com and **Latesha Lipscomb**, Division Avenue Park Place latesha@amplifygr.org to be paired with **Neil Sly**, 820 Monroe/ Monroe North/ Belknap Lookout neilsly@outlook.com

Group of 3: **Kelli Jo Peltier**, Plaza Towers kellijopeltier@gmail.com and **Christopher Billmeier**, Fitzgerald christopher@billmeiergroup.com to be paired with **Jim Talen**, Waters Tower Condos/ Heritage Hill jtalen@aol.com

Background: Mentor/ Mentees are to check in monthly for 12 months (by phone or virtually).

Setting Up Your Meeting: Please email each other to set something up. If you want to have a monthly teams meeting set up Mandy will be happy to assist you. Phone calls or other virtual platforms are fine. For assistance email Mandy: mmcdaniel@downtowngr.org

Goals of Mentor/Mentee Time:

- We want to ensure current members impart some of your knowledge to the new member each month to pass on legacy to next members.
- Create an inclusive place to ask questions, get background and make the new member feel more connected.

Downtown Neighbor Network Advisory

Virtual participation until further notice

Downtown Grand Rapids Inc.
29 Pearl St. NW, Suite 1
Grand Rapids, MI 49503

2021 Meeting Schedule

January 7, 2021- 11:30pm-1:00pm

February 4, 2021- 11:30pm-1:00pm

March 4, 2021- 11:30am-1:00pm

April 1, 2021- 11:30am-1:00pm

May 6, 2021- 11:30am-1:00pm

June 3, 2021- 11:30am-1:00pm

Date changed due to holiday----July 8, 2021- 11:30am-1:00pm

August 5, 2021- 11:30am-1:00pm

Date changed due to holiday-----September 9, 2021- 11:30am-1:00pm

October 7, 2021- 11:30am-1:00pm

November 4, 2021- 11:30am-1:00pm

December 2, 2021- 11:30am-1:00pm

Please contact Mandy at Downtown Grand Rapids, Inc. at 616-719-4610 or mmcdaniel@downtowngr.org to RSVP for each meeting.



Downtown
Neighbor
Network



DOWNTOWN
GRAND RAPIDS INC.